

3478 Mundy Avenue  
Swartz Creek, MI 48473  
810.655.3893



Received: \_\_\_\_\_

Case No. \_\_\_\_\_

## ZONING BOARD OF APPEALS APPLICATION

### Property Owner Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### Applicant Information

Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

**If the applicant is any person or entity other than the property owner, documentation of the owner's consent must be submitted at the time of application.**

**\*THE APPLICANT IS RESPONSIBLE FOR ALL FEES AND EXPENSES INCURRED  
ON BEHALF OF THIS APPLICATION.**

Meeting Date: \_\_\_\_\_

**Request (choose one)**

APPEAL

VARIANCE

Property Address: \_\_\_\_\_ Parcel No. \_\_\_\_\_

Explanation: \_\_\_\_\_

**All above statements are true to the best of my knowledge and permission is hereby granted to give authority to any representative of the township to go on or about the property.**

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_

**\*PLEASE SEE ATTACHED FEE INFORMATION AND MEETING/DEADLINE SCHEDULE**  
**ALL PROCEEDINGS ARE SUBJECT TO THE ZBA PROCEDURAL RULES.**  
**Incomplete Applications will NOT be accepted.**

### **APPLICATION FEES**

Escrow Deposit	\$1,000.00 (Required with <b>any</b> submittal)
Variance Request	\$125.00 per variance
Appeal	\$75.00 per request
Special Meeting	\$800.00 per request

Payments of \$500.00 will be required when the balance falls below \$500.00.  
(Resolution No. 04-20 Approved: 10-25-04 and Resolution 05-10 Approved: 05-23-05)

**ALL** expenses and costs incurred by the township will be billed to the escrow account at 112%. (Resolution No. 04-17 Approved: 10-11-04)

### **SUBMITTAL DOCUMENTS**

Fifteen (15) sets of documentation must be provided at the time of application.

### **MEETING / DEADLINE SCHEDULE**

#### **APPLICATIONS & FEES ARE DUE BY 4:00 pm**

#### **Meeting dates:**

January 27  
February 24  
March 24  
April 28  
May 26  
June 23  
July 28  
September 22  
October 27  
November 17  
January 26, 2011

#### **Deadline dates:**

December 29, 2009  
January 26  
February 23  
March 23  
April 27  
May 25  
June 22  
August 24  
September 28  
October 19  
December 28